



Town of Carlisle

MASSACHUSETTS 01741

Office of

PLANNING BOARD

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MINUTES June 23, 2003

Minutes

Budget

Proposed Personnel Policy Handbook

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Status Report on High Woods Conservation Cluster and Common Driveway

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Discussion of 2003-2004 Planning Board goals and objectives

Review of construction and site conditions on Tanglewood Way, common driveway portion of Great Brook Estates Definitive Subdivision Plan (Notice from Conservation Commission)

ANR Plan: 588 and 610 Bedford Road, Map 10, Lots 24 and 25, Christopher Spriano, applicant

ANR Plan: 617 Westford Road, Map 16, Lot 3, Joseph E. and Mary O. Martines, applicants

ANR Plan: Pine Brook Road, Map 35, Parcel 13, Barbara V. Trainor, applicant

Chair Louise Hara called the meeting to order at 7:30 p.m. in the Clark Room at Town Hall. Board Members David Freedman, Dan Holzman, and Phyllis Zinicola were present. Planning Administrator George Mansfield, Administrative Assistant Anja Stam and *Mosquito* reporter David Ives were also present. Members Michael Abend, Rich Colman and Tom Lane were not present this evening.

Minutes

The minutes of 6/9/03 were reviewed. Zinicola moved and Freedman seconded a motion to approve the minutes of June 9, 2003 as drafted. The motion carried 4-0.

Budget

The PA noted that the Planning Board does not have a regularly scheduled meeting until July 28, but final FY03 bills must be signed and submitted to the Town Clerk by July 15. Therefore, Freedman moved to authorize Louise Hara, or in her absence Rich Colman, to sign and approve Planning Board bills received for work in FY03. Holzman seconded the motion and it carried 4-0.

Freedman made one clarification to the executive session minutes of the same date and then moved to approve the executive session minutes of June 9, 2003 as amended. Holzman seconded the motion and it carried 4-0.

Proposed Personnel Policy Handbook

Hara said she received no additional comments on the Proposed Personnel Policy Handbook. The PA reported that the Board of Selectmen would vote on approval of the document at their meeting tomorrow.

Preparation of Community Development Plan to meet requirements of Executive Order #418 [Thomas Planning Services and McGregor & Associates]

Freedman reported that fifteen participants discussed the economic development of Carlisle at the focus group discussion held on June 17, with an additional four people in the audience. Freedman said there was good discussion and now the consultant must compile and analyze the data before the Steering Committee can direct the next step.

Status Report on High Woods Conservation Cluster and Common Driveway

Mansfield reported that, as a result of a court order, the project engineer has received the outstanding payment for his services and therefore produced an as-built plan of this project. The applicant has not provided payment for the Planning Board's engineer, however, and Earth Tech will not review the as-built plan until outstanding bills are paid in full. The contractor and owner of one of the lots, Northwest Development, is pursuing the applicant.

Review of policy on responsibility for payment of review engineer fees for lot grading inspections, Hart Farm Estates Definitive Subdivision Plan (Request of applicant Michael Kenny)

The PA spoke with the applicant and his engineer earlier today. Kenny informed Mansfield that the subdivision would be complete by June 27, 2003, but he agreed to request an extension to allow the Board's engineer to review the development and prepare his report. **Freedman moved to extend the completion date for Hart Farm Estates Definitive Subdivision to August 29, 2003.** Zinicola seconded the motion and it carried 4-0.

Identification and analysis of potential sites for Wireless Communications Facilities [Broadcast Signal Lab and GPR] – Presentation of Final Report

The Board's consultant David Maxson of Broadcast Signal Lab was present to give a final presentation of the Wireless Communications study. The following members of the public were also present: Town Administrator Madonna McKenzie, John Ballantine of 268 Fiske Street, Larry Bearfield of 1127 North Road, Matt Hamor of 715 Bedford Road, Doug Goodal of 271 Maple Street, Marjie Findlay of 245 Rockland Road, Larry Barton and Rick and Janine Blum of Elizabeth Ridge Road, and Narullah Kove of Woburn, MA representing Sprint.

Maxson gave a presentation similar to the one discussed in the minutes of March 24, 2003. He showed existing coverage in Carlisle and then approximate, possible locations of towers and the coverage each could provide. He showed one configuration of two 150-foot towers and three 90-foot poles that could adequately cover the town. Maxson identified the School, DPW, Conant, State Park, Woodward and Benfield properties as viable sites, although not all currently meet the requirements of the Zoning Bylaw.

Larry Bearfield of the Revenue Enhancement Committee asked what revenues such towers might provide to the Town if located on Town property. Maxson said that a tower could generate approximately \$15,000 to \$40,000 per tenant per year depending on the desirability of the location.

Selectmen John Ballantine understood that the carriers are especially interested in providing coverage along the major North/South and East/West routes in Carlisle. He asked Maxson what the Town's coverage objective should be relative to the carriers needs. Maxson agreed that the carriers are interested in providing coverage along the main routes first and then in public areas such as schools or retail districts. Low-density residential areas are a lesser priority. He suggested that the Town plan to provide good coverage, otherwise the carriers would come back later to request additional towers to fill gaps.

Larry Barton of the Fin Com noted that technology is constantly changing and asked if Maxson expects the wireless industry to require more or less towers in the future. Maxson explained that the newer technology actually has a smaller

coverage radius in exchange for higher quality and volume. Therefore the industry requires more towers at a lower height than in the past. Barton also asked if there is technology that can be located on telephone poles to provide coverage. Maxson said that this has been experimented with, but has not been successful.

Rick Blum of the Wireless Applications Advisory Committee noted that the 90-foot poles suggested by Maxson can only accommodate three carriers. He asked how the Town could provide for all six carriers. Maxson said that multiple poles may be needed at or nearby each location for each coverage zone. Blum also asked how many sites adhere to the current wireless bylaw. Maxson admitted that the school, police and fire station sites do not meet the 900-foot setback requirement, however the State-owned parcel in the north, the Conant land, Benfield and Woodward properties all meet this requirement. Mansfield noted that the tower proposed on the Woodward site did not meet the lot line setback requirements.

Matt Hamor asked if Maxson spoke with the service providers to determine interest in the sites studied. Maxson explained that he did not discuss any sites with the wireless companies, but used standard wireless siting principals in determining ideal locations. Hamor also asked if the carriers tend to accommodate or disregard a town's preferences. Maxson said that the carriers are happy to work with communities as long as the Town provides viable locations.

Hara then told the audience that after the Planning Board receives the final report, the Board will determine what steps must be taken in order to bring the community together to develop a wireless master plan. Maxson added that with a master plan in hand, the Town may then move forward in preparing an RFP for wireless sites. Ballantine agreed, noting that the BOS is interested in actively moving forward after reviewing the wireless study.

Holzman asked if it seems possible that the technology will evolve to allow carriers to share frequencies. Maxson thought that there might be some consolidation, but increasing volume will still require more bandwidth.

Zinicola recognized that the Federal Telecommunications Act prohibits citing health issues when restricting wireless sites. However, people would be concerned about such issues in placing a wireless facility at the school. She asked Maxson how the Town might address these concerns. Maxson explained that emissions from a facility are generally horizontal and very low directly under the facility. To demonstrate, he said that over 300 carriers operating at full capacity 24 hours per day would still generate emissions far below the federal safety standards. Janine Blum noted that American safety standards are less stringent than those in Europe are.

Janine Blum asked if the FTA requires a certain coverage percentage that a community must allow. Maxson said that the FTA simply says that the carriers must be allowed to fill a "significant gap." The courts through litigation are defining this term.

Barton asked if the Planning Board intends to revise the current wireless bylaw in order to allow selected sites to comply. Hara explained that the study was intended to determine how the current bylaw is working and also to begin a dialog with the Town and community regarding the options available for wireless facilities. The PB might propose bylaw changes if desirable.

Janine Blum asked when and how the final report would be made available to the public. Maxson said he would give the Town a PDF file on CD-rom. The Board agreed to discuss how to distribute the report at their next meeting.

ANR Plan: 588 and 610 Bedford Road, Map 10, Lots 24 and 25, Christopher Spriano, applicant

The PA explained that this property currently consists of two lots, each over 4-acres. It will be divided into three building lots, one standard 2-acre lot, one 4-acre porkchop lot, and a third 4-acre lot that could be further subdivided. Freedman moved to endorse the plan of land in Carlisle, MA for Christopher Spriano dated 5/23/03 prepared by Stamski and McNary as Approval Not Required. Zinicola seconded the motion and it carried 3-0-1 with Holzman abstaining.

ANR Plan: 617 Westford Road, Map 16, Lot 3, Joseph E. and Mary O. Martines, applicants

Mansfield showed that this four-acre lot with 500 feet of frontage was simply being divided in half to create one new building lot. Zinicola moved to endorse the plan of land in Carlisle, MA prepared 10/31/02 for Martines by Stamski and McNary as Approval Not Required. Holzman seconded the motion and it carried 4-0.

ANR Plan: Pine Brook Road, Map 35, Parcel 13, Barbara V. Trainor, applicant

Mansfield noted that the abutters are incorrectly identified on the plan due to an error on the assessor's maps. Zinicola was not comfortable endorsing a plan for the record with this incorrect information. The Board agreed not to accept the filing and to ask the applicant to correct this error and resubmit the plan.

(Zinicola and Ives left the meeting.)

Development of digital town-wide parcel data layer and GIS technical support [Applied Geographics] – Review of parcel automation pilot

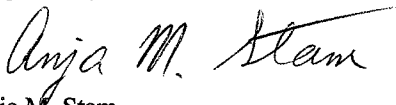
Freedman moved to extend the contract with Applied Geographics to September 30, 2003. Holzman seconded the motion and it carried 3-0.

Identification and analysis of potential sites for Wireless Communications Facilities [Broadcast Signal Lab and GPR]

Holzman moved to extend the Town's contract with Broadcast Signal Lab and Goldsmith Prest and Ringwall to July 30, 2003. Freedman seconded the motion and it carried 3-0.

At 10:20 p.m. Freedman moved to adjourn the meeting. Holzman seconded the motion and it carried 3-0.

Respectfully submitted,

A handwritten signature in cursive script that reads "Anja M. Stam".

Anja M. Stam
Administrative Assistant